



DEPARTMENT OF VETERANS AFFAIRS
DEPUTY ASSISTANT SECRETARY FOR
HUMAN RESOURCES MANAGEMENT AND LABOR RELATIONS
WASHINGTON DC 20420

OCT 11 2005

Mark D. Bailey, Sr.
National Representative
NAGE/SEIU
317 S. Patrick Street
Alexandria, VA 22314

Dear Mr. Bailey:

In November 22, 2004, we sent you a letter informing you of the Electronic Questionnaires for Investigations Processing (e-QIP). In said letter, we provided the following information:

"It is not anticipated that this will affect many bargaining unit employees. Bargaining unit employees who would possibly be using e-QIP are those who are being re-investigated or are now in a position requiring a higher level of investigation, i.e. computer specialists."

Many VA facilities have begun review of employee Official Personnel Folders (OPF) to ensure that they include evidence of the investigation required in Executive Order 10450. This investigation, generally a National Agency Check with Written Inquires is required for VA's full time career employees and others, as appropriate. New employees are investigated upon appointment, through the Office of Personnel Management (OPM). We have discovered that there are some employees whose OPF's do not document that they ever had an investigation completed. In these cases OPM has been contacted to determine if an investigation exists. Where there is no record of such, the facility must require that these employees complete the investigation.

As previously advised, VA is currently in the process of piloting and deploying e-QIP for use throughout the Department. We anticipate that e-QIP may be used to complete the required forms for the completion of said investigation. These employees will have the option of filling out the forms electronically, via e-QIP, or completing them manually.

If you have further questions, please contact Denise Biaggi-Ayer at 202-273-9873.

Sincerely yours,

Ronald E. Cowles
Associate Deputy Assistant Secretary
for Labor-Management Relations